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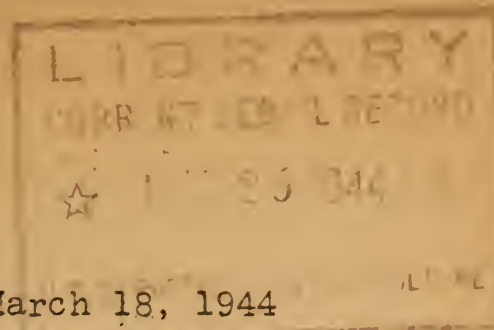
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WAR FOOD ADMINISTRATION

Washington 25, D.C.



March 18, 1944

ADMINISTRATOR'S MEMORANDUM NO. 38

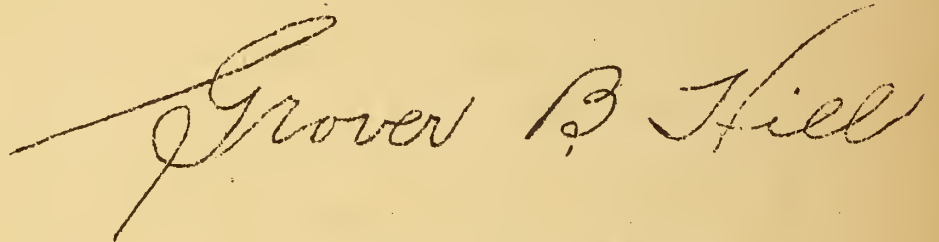
Designation, Numbering, and Form of Orders Issued Under the
Authority of the War Food Administrator

1. Effective April 1, 1944, all orders and regulations issued under authority delegated by Executive Order No. 9280 and transferred to the War Food Administrator by Executive Order No. 9322, as amended, shall be issued as War Food Orders instead of Food Distribution, Food Production, or Commodity Credit Orders; and such orders shall be numbered serially from that date.
2. Orders issued prior to April 1, 1944, under such authority, shall be left undisturbed for the time being. However, such orders shall be redesignated as War Food Orders and renumbered in the War Food series as it becomes necessary to amend such outstanding orders. Thus, for example, when and if it again becomes necessary to amend Food Distribution Order No. 15, as amended, such order shall be redesignated as a War Food Order and be assigned a new number in the War Food series. The redesignation and renumbering of the order should be emphasized in the public announcement made in connection with the issuance of the new War Food Order. In this way, persons concerned with orders presently in force will become accustomed to the changes effected by the creation of the War Food series.
3. Each agency within the War Food Administration initiating orders to be issued under authority delegated by Executive Order No. 9280 and transferred to the War Food Administrator by Executive Order No. 9322, as amended, shall continue to be responsible, as in the past, for the necessary internal and external clearance and for the reproduction and distribution of such orders. After the effective date of this memorandum, however, all War Food Orders, with the exception of those mentioned in paragraph 4 hereof, shall be numbered in the Office of the War Food Administrator.
4. Many of the War Food Orders signed by the War Food Administrator will authorize officials within the War Food Administration to issue supplemental orders fixing quotas, quota periods, amount of commodities to be set aside, etc. Such orders will also be called War Food Orders, but they will be numbered by using the number of the order signed by the War Food Administrator authorizing the action, followed by a decimal point, and then the number, in proper sequence, of the supplemental order. For example,

if War Food Order No. 15 were to authorize the Director of Distribution to issue an order designating particular commodities to be set aside, the order, signed by the Director, would be entitled and numbered "War Food Order No. 15.1." Responsibility for initiating, clearing, reproducing, distributing and numbering such orders shall be in the agency authorized to issue the order.

5. The Solicitor is hereby authorized to take such action as may be necessary to provide for the standardization and codification of the orders mentioned in paragraphs 1 to 4, inclusive, hereof.

6. Orders and regulations issued under authority other than that delegated by Executive Order No. 9280 and transferred to the War Food Administrator by Executive Order No. 9322, as amended, shall not be affected by this memorandum.

A handwritten signature in cursive script, reading "Grover B Hill". The signature is written in dark ink and is positioned above the typed name of the Acting Administrator.

Acting Administrator